

Building Department

INSPECTIONS AND CODE ENFORCEMENT 012410

Personnel Services

	FY2018 ACTUAL	FY2019 ACTUAL	FY2020 ACTUAL	FY2021 ACTUAL	FY2022 TM ADOPTED	FY2023 REQUESTS	FY2023 PROPOSED
Salary Department Head	\$87,672	\$87,672	\$92,777	\$94,644	\$96,771	\$96,771.48	
Salaries Clerical	\$21,677	\$31,171	\$35,281	\$35,979	\$38,592	\$42,898.88	
Inspector Compensation		\$49,231	\$87,380	\$91,399	\$70,000	\$85,000.00	
Wages From Fees	\$64,833	\$0	\$0	\$0	\$0		
Wages Clerical Overtime			\$132	\$0	\$0		
Longevity	\$750	\$850	\$950	\$1,050	\$1,050	\$1,800.00	
Stipends	\$13,613	\$28,841	\$25,948	\$18,443	\$28,536	\$28,536.00	
Total	\$188,545	\$197,765	\$242,468	\$241,516	\$234,950	\$255,006.36	\$0.00

Expenses

Supplies and Expenses	\$3,450	\$3,695	\$2,644	\$3,268	\$3,000	\$3,500.00	
Postage	\$17	\$27	\$0	\$243	\$175	\$175.00	
Dues & Subscriptions	\$855	\$13	\$70	\$385	\$350	\$350.00	
Meetings	\$1,425	\$1,995	\$2,350	\$40	\$2,750	\$2,750.00	
Auto/Mileage Reimbursement	\$2,097	\$2,819	\$3,332	\$3,244	\$2,500	\$2,900.00	
Total	\$7,844	\$8,548	\$8,395	\$7,179	\$8,775	\$9,675.00	\$0.00
TOTAL BUDGET	\$196,388	\$206,313	\$250,863	\$248,695	\$243,725	\$264,681.36	\$0.00

BUDGET NARRATIVE

Description of Department Function

Describe the overall mission or purpose of the Department.

The Building department is a statutory requirement whose function is to enforce the State Building code, electrical, plumbing and gas codes, sheet metal laws, zoning by laws, trench laws, zoning and planning board decisions, general by laws as well as working with police and fire for public safety. Apply direction to the general public, contractors and town officials regarding requirements governed by state laws under its jurisdiction. Through the permitting process the building department reviews building plans, zoning, site plans, permit applications for conformance to the regulation and issues or denies permits based on an applicant's submittals and is required to keep records of all town buildings for the life of the building. The building department conducts customer service to residence, developers, and contractors within its jurisdiction. The inspection process ensures compliance to the statutory regulations. Permit fees are generated through the department's application process and deposited in the general fund however permit fee assessments are based on the departments required staffing and operational needs for the expected workload. The mission of the building department is to ensure public safety of town buildings existing or new and to provide the statutory requirements within a timely manner. Permit fees generated sustain the budget as well as exceed the budget in current trends..

Programs and Sub-Programs

See department function above

Accomplishments: Within the past few budget cycles the town has been experiencing an unprecedented growth period which we expected. As a result it has been challenging to meet all the demands and expectations of all customers for the service we provide however making changes and adjusting along the way we been able to work through those challenges moreover I expect an increasing growth within the foreseeable future.

See attached calendar year 2021 report of building department activity.

FY2 Departmental Goals

To continue to supply service to or customers who seek approval to our statutory requirements

Spending Highlights for FY21

Explain any significant budget changes from FY20

- Reorganize the electrical department by creating one main wire inspector who will be required to meet Tuesday, Wednesday and Thursday office hours and creating two deputy wire inspectors to fill in for inspections and any unavailability by the wire inspector. (This was the original goal of the department in the FY 2020 reorganization with plumbing however electrical was not approved to change)
 - Electrical Inspector compensation for stipend will change from \$4931 to \$6280
 - 1st Deputy Wire inspector stipend from \$3075 to \$600
 - 2nd Deputy Wire inspector stipend from \$1184 to \$600
 - Plumbing and Gas inspector stipend from \$6396 to \$6280
 - 1st Deputy Plumbing and Gas inspector from \$592 to \$600
 - 2nd Deputy Plumbing and Gas inspector from \$592 to \$600
 - Assistant Building Commissioner stipend from \$12,792 to \$12,280
 - Add Local Building Inspector stipend of \$600
 - SEE EXHIBIT A for above changes need personal plan change
 - Line item 0124151 510570 Inspector Compensation from \$45,000 to \$90,000
 - Line item 0124152 570500 Auto/Mileage from \$2500 to \$3000
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Non-tax Funding

List any expected non-tax revenues that will be use to fund department activities, including an estimate to be received.

